



DEPARTMENT OF BUDGET AND FISCAL SERVICES NOTICE & REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer
FROM: Keith M. Kaneshiro, Prosecuting Attorney
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Description of goods, services, or construction to be procured:
Crisis counseling, support services, personal advocacy, and information and referral services for victims of sexual assault and their families on the island of O`ahu. (Also please see attachment describing the services to be provided in detail).

2. Vendor/Contractor/Service Provider Name: Kapiolani Medical Center for Women and Children	3. Amount of Request: \$ 270,000.00 (100% federally funded)
4. Term of Contract: (Shall not exceed 12 months), if applicable From: 8/1/2014 To: 6/30/15	5. Prior Sole Source Ref No.

6. The good, service, or construction has the following unique features, characteristics, or capabilities:
The counseling and support services to be procured are ancillary and fully integrated with the medical-legal examinations of victims of sexual assault that are required to assure the prompt and effective investigation and prosecution of perpetrators of sexual assault and the proper support and treatment of the victims. Without the specialized forensic examinations and the crisis counseling, the Department of the Prosecuting Attorney could not fulfill its mandate to seek justice on behalf of the people of the City and County of Honolulu and to hold offenders accountable for their crimes.

7. How the unique features, characteristics, or capabilities of the goods, service or construction are essential for the agency?

Timely and properly conducted medical-legal examinations of victims of sexual assault are required to assure the prompt and effective investigation and prosecution of perpetrators of sexual assault and the proper support and treatment of the victims. Without the specialized forensic examinations and the crisis counseling, the Department of the Prosecuting Attorney could not fulfill its mandate to seek justice on behalf of the people of the City and County of Honolulu and to hold offenders accountable for their crimes. Similarly victims that are not provided the specialized support services provided by the contractor are ill prepared to withstand the rigors of the medical-legal process which is invasive, tedious, and extremely stressful.

8. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services, or construction.

In 1975, the Hawai'i State Legislature allocated funds to Kapi'olani Medical Center for Women & Children (KMCWC) to establish treatment services for O'ahu's sexual violence victims. On October 3, 1976, the Sex Abuse Treatment Center (SATC) at KMCWC opened for business and remains the only agency providing comprehensive sexual assault services and treatment for victims on O'ahu. In 1998, the following statewide administrative and capacity building responsibilities were given to SATC by the State:

- Program monitoring
- Program evaluation
- Fiscal monitoring
- Staff development consultation
- Staff development training

Under this State contract (which still remains in force), SATC became the master contractor for statewide direct services and administrative/capacity building services. As the master contractor for statewide sexual assault services, SATC developed and implemented standards of care for service delivery and for internal and external auditing. SATC also developed and implemented a standard protocol for the medical care of sexual assault victims and the collection, preservation, and transfer of forensic evidence in these cases. With support from the Hawai'i Department of the Attorney General, the Honolulu Police Department's Crime Laboratory, all County Chiefs of Police and Prosecutors, and identified sexual assault service providers and medical personnel in the community, the project yielded a new statewide sexual assault evidence collection kit and accompanying protocols designed to heighten consistency in the investigation of sexual assault cases, increase credibility in the court system, and increase the overall quality and quantity of forensic evidence through improved and uniform specimen collection and preservation techniques. The kit and protocols were put into statewide implementation in August 2000 and continue to be used today.

To confirm that SATC is the only agency that can provide these services on O'ahu, contacts were made on April 17, 2014 with Pamela Ferguson-Brey, Executive Director of the Crime Victim Compensation Commission and Jasmine M. Mau-Mukai, Director of the O'ahu Children's Justice Center. Both said that SATC was the only agency on O'ahu that provides medico-legal examinations of sex assault victims and that provided concurrent crisis counseling services for those victims. On April 17, Det. Thornley from the Honolulu Police Department verified that SATC was the only civilian provider of sex assault services on O'ahu, but noted that Tripler Army Medical Center provided sex assault examinations for military victims of sexual assault. Tripler does not provide sex assault examinations for the civilian population on O'ahu.

The Kapiolani Medical Center for Women and Children, Sex Abuse Treatment Center is the only agency on O'ahu that provides medico-legal examinations and crisis counseling/legal advocacy services to sexual assault victims.

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the agency needs.

On April 17, 2014, contact was made to local hospitals in Honolulu to determine if they provide medico-legal examinations of sex assault victims. A representative from Kaiser Permanente Hawaii indicated that all area hospitals (including Queens) send sexual assault victims to Kapiolani's Sex Abuse Treatment Center because they are the only agency on O'ahu that has trained physicians that can collect forensic evidence properly.

No other treatment or medical facility can provide the necessary sexual assault services that Kapiolani's SATC provides. Since the counseling and support services to be procured are fully integrated into this process no other medical facility has the trained psychologists, social workers, and crisis workers necessary to provide the services needed by victims to successfully navigate this process. Due to confidentiality needs and requirements for these sexual assault victims no outside program could appropriately or effectively provide services at Kapiolani

10. Person that will be responsible for managing this procurement:

Department/Division: Dennis M. Dunn

Contact Name/Title: Victim Witness Program Director

Phone Number:

768-7485

E-mail Address:

ddunn@honolulu.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

I certify that to the best of my knowledge, that the information provided above is true, correct, that there is no conflict of interest related to this procurement, and that the goods, services, or construction are available through only one source.

Department Head



7/18/14
Date

Received by BFP BPO@hawaii.gov

Date Notice Posted: _____

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
Department of Budget and Fiscal Services
530 South King Street, Room 115
Honolulu, Hawaii 96813
bfpurchasing@honolulu.gov

Chief Procurement Officer's comments:

☐ APPROVED ☐ DISAPPROVED ☐ NO ACTION REQUIRED

Chief Procurement Officer

Date

VOCA FUNDED SERVICES

Crisis Intervention Services

Crisis Intervention Therapists and crisis workers provide crisis intervention and legal systems advocacy services to victims of sexual assault and their families. Services include:

- a) On-Call Coverage: The SATC hotline enables the community to access personnel who are available to respond to crises over the phone as well as in-person when needed, 24 hours, 365 days a year.
- b) Crisis Phone Intakes (Primary): SATC staff is available to respond to incoming phone requests for information and/or services. Crisis workers are trained to identify the immediate needs of the caller and explore the various solutions available and develop a plan of action with the caller.

Crisis Phone Intakes (Secondary): Follow-up by the SATC staff occurs on all calls, when appropriate, in the form of secondary phone contacts. These contacts are made by the worker to follow-up on the issues raised in the primary crisis phone intake and to thoroughly address the concerns of the caller.

- c) In-Peron Crisis Counseling/Legal Systems Advocacy: The SATC worker is available to provide crisis counseling and emotional support to the sexual assault victim and family. The crisis counseling entails assistance with problem-solving including identification of coping strategies; assistance with safety issues; provision of personal advocacy to assist the individual in securing rights, services from other agencies, and emergency assistance; provision of information and referrals to community resources (including victim compensation and victim/witness services through the Department of the Prosecuting Attorney); and provision of legal systems advocacy to support individuals involved in the criminal justice process.
- d) Acute Forensic Examination Crisis Support: If the victim is in need of the acute forensic examination, the SATC worker and SATC contracted physician will be dispatched to provide the care specifically needed by the victim at this time. The SATC worker will prepare the victim for the acute forensic examination, coordinate the medical-legal process and support the victim during the examination. The examination is conducted to ensure the physical well-being of the victim and to collect legal evidence should the victim decide to report the assault to the police. The physician performs the physical examination, treats and documents findings, conducts testing for pregnancy and sexually transmitted diseases, prescribes medications where appropriate, and provides consultation for follow-up medical and emotional care. The SATC physician and crisis worker teams in maintaining control over the proper collection, documentation, preservation, and transfer of legal evidence.

- e) Sex Abuse Clinic Crisis Support: A SATC worker is available to provide crisis support services at the time a minor is seen by the SATC physician for a pediatric sex abuse evaluation (examination conducted post 72 hours of a sexual assault). Like those seen immediately following victimization, this post 72 hour population must often deal with intense feelings of overwhelm. The SATC worker is present at the examination to provide the needed explanation of what is to take place to better prepare the child for the examination, provide sexual assault education to address misconceptions and cognitive distortions that may be held by both the child and family, and to provide the crisis counseling needed. In addition, the SATC worker provides legal systems advocacy where appropriate, and serves to link the family to needed resources and follow-up care available.
- f) High Risk Victim Clinic Crisis Support: A SATC worker is available to provide crisis support services at the time an individual is seen for a medical-legal examination through the High Risk Victim Clinic established to provide medical evaluation, treatment, and forensic evaluation to victims of human trafficking or commercial sexual exploitation, and to those at high risk for such exploitation such as chronic runaways who disclose a history of sexual assault or survival sex. The SATC worker is present during the physical and genital examination, as well as during the basic psychological assessment to attend to the emotional needs of the individual. The SATC worker will also follow up with identified case management and treatment needs following the examination.
- g) Crisis Outreach: Each individual seen for medical-legal services receives a follow-up crisis outreach phone call, during which a follow-up crisis counseling session is offered/scheduled. The SATC offers this post-examination crisis counseling session to discuss the test results and to provide any continued crisis support needed. During this crisis counseling session, the SATC worker will provide crisis counseling, educational information on sexual assault, and legal systems advocacy if appropriate. The SATC worker will also discuss follow-up medical care, arrange for HIV testing available through the SATC if applicable, assist with problem-solving safety issues, provide personal advocacy, and provide information and referrals to community resources if needed. An assessment of further needs of the family and individual takes place; if further crisis sessions are desired, up to 6 sessions will be scheduled. If ongoing psychotherapy is warranted, the individual will be referred to the SATC Clinical Program or to outside providers if more appropriate. The SATC worker will remain available to the individual until she/he has secured ongoing counseling services, providing crisis support and case management services as needed.
- h) Off-Site Services: Crisis Intervention services through the SATC are also available at the Children's Justice Center (CJC). Often overwhelmed and in crisis at the time of the CJC forensic interview with the detective, child victims of sexual abuse and their families are in need of crisis counseling and support. The SATC worker dispatched to the CJC is available to provide individual

counseling at this time if needed. In addition to the CJC, a Crisis Intervention Therapist (CIT) has been placed at the Judiciary's Hale Ho'omalū Juvenile Detention Facility (HHJDF) two half days a week to provide specialized support services to residents who have been sexually assaulted/abused, or who are suspected of being victims of commercial sexual exploitation. The SATC is currently working to bring similar services to the Hawai'i Youth Correctional Facility and Hale Kipa's Youth Outreach Program. The goal is to make available short-term crisis counseling and longer-term therapy services to the youth to assist them in understanding the connection of early sexual victimization on negative coping strategies, to work toward more positive decision making, and to reduce their vulnerability to future sexual exploitation.